



MEMORANDUM

#3

To: Parks and Recreation Board

From: Jesus M. Olivares, Director
Parks and Recreation Department

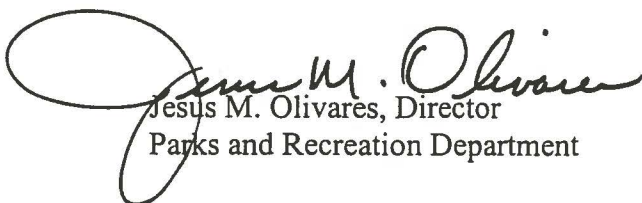
Date: August 26, 2003

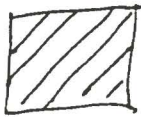
Subject: Site Plan Correction at 3002 Scenic Drive
File No. SP-01-0251DS

A site plan correction has been received from Bruce Aupperle on the behalf of Jerry and Johnstone Bell to change the dimensions and position of a boat dock that has been constructed and red tagged at 3002 Scenic Drive. The dock was built not in accordance to the approved site plan.

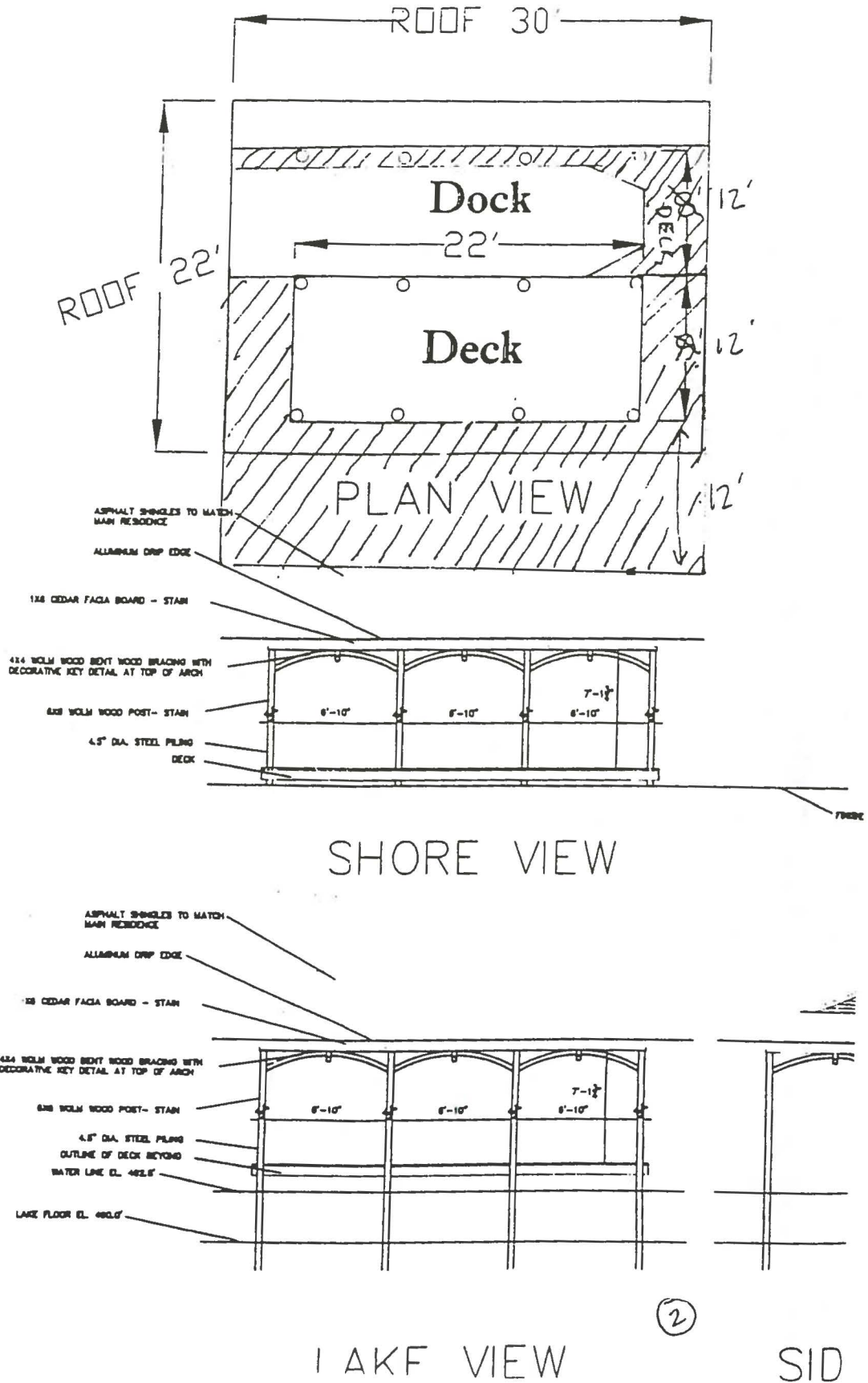
The Parks and Recreation Department (PARD) staff has reviewed the site plan correction and finds they do not meet the requirements of Article XIII, Section 25-2-1176, Parts B and D, (Requirements for the Construction of Boat Docks) of the Land Development Code. Parks and Recreation Board approved an 8'X22' boat dock placed parallel to the shore. Parks and Recreation Board gave variances for this dock to be constructed. The dock that was built is 12'X30'. The 30' measured parallel to the shoreline is 39% of the shoreline frontage. The approved 22' was 29% of the shoreline frontage. The approved dock was to be dug into the shore 3' and extend 5' from the original shore. If the dock were dug into the shore, the dock would have extended into the slough 20% of the sloughs width. The dock was not dug into shore and extends 12' from shore. The dock is now 43% of the slough width.

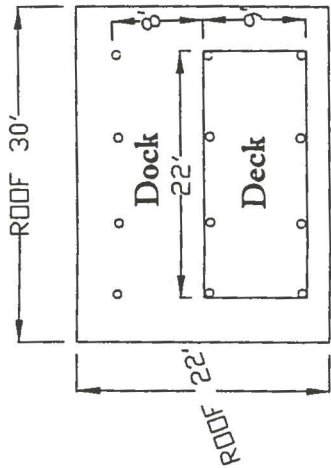
The Parks and Recreation Board shall make a recommendation on the distance a dock may extend into the slough and approval by the Parks and Recreation Board is required for a structure to be greater than 20% of the shoreline width.


Jesus M. Olivares, Director
Parks and Recreation Department

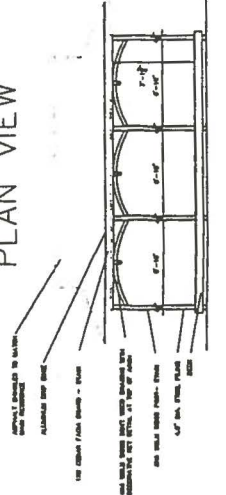


= NOT APPROVED

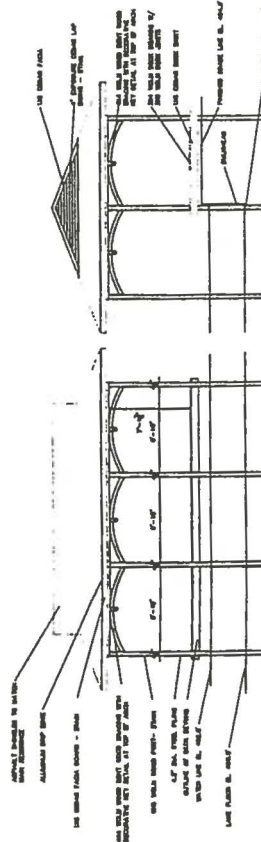




PLAN VIEW

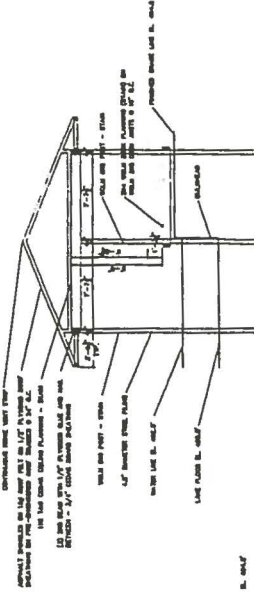


SHORE VIEW



LAKE VIEW

SIDE VIEW



CROSS SECTION

APPROVED AND RELEASED
APR 18 2002
CITY OF AUSTIN
4-18-02

Development Review and Inspection Department
Date

All responsibility for the construction of these plans remains with the registered civil engineer of record. In no way shall the City of Austin be held responsible for the construction of these plans.

CASA DE LUZ
1701 TOOMEY ROAD
AUSTIN, TEXAS 78704
PHONE: (512) 476-2535
FAX: (512) 476-0198

#4

August 12, 2003

City of Austin Parks and Recreation Department
Attn: Mr. Jesus M. Olivares, Director
200 South Lamar Boulevard
Austin, Texas 78704

Re: Request for Parking License Agreement Regarding Butler Field Parking Lot
Located Along Toomey Road

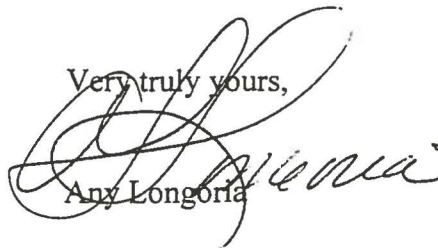
Dear Mr. Olivares:

Thank you for taking the time to discuss the continued use of the Butler Field parking lot by Casa de Luz, the Parkside Community School and numerous other non-profit organizations and other users of the property located at 1701 Toomey Road which provide unique and beneficial services to our community.

Please allow this letter to serve as the formal request for the City of Austin to grant a parking license or enter into another agreement to allow the users of 1701 Toomey Road to park on the Butler Field parking lot or other nearby areas. Given the opportunity, we believe we can demonstrate that Casa de Luz is a unique and vital member of our community deserving of the accommodation afforded by the City of Austin for over thirteen years.

Please contact me to further discuss how we may work together to reach a solution to satisfy all members of our community. Thank you very much for your assistance with this matter.

Very truly yours,


Amy Longoria

cc: Wm. Terry Bray, Esq.
Ms. Lisa Gordon
Ms. Cora Wright
Mr. Greg Guernsey



City of Austin

Founded by Congress, Republic of Texas, 1839

Municipal Building, Eighth at Colorado, P.O. Box 1088, Austin, Texas 78767 Telephone 512/974-2000

July 17, 2003

Michael Hatcher
Chuy's Comida Delux
1623 Toomey Road
Austin, Texas 78704

Dear Mr. Hatcher:

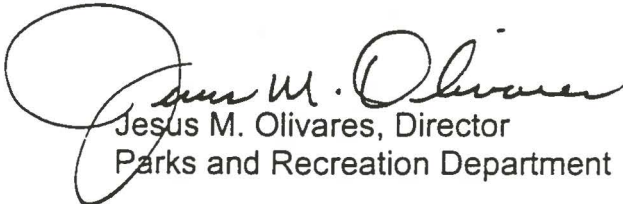
I am in receipt of your letter requesting use of the Parks and Recreation parking lot on Toomey Road.

I will not grant your request for an agreement to park in the lot. In light of the recent recommendation from the Parks and Recreation Board to prohibit parking by private businesses and to only allow the parking for the current authorized users. If your request was granted, it would reopen the issue of granting the same requests to all other businesses wishing to make agreements to park in the lot.

Parking in the central downtown area is a concern for everyone. Even with the required number of spaces, establishments are increasing patronage through concerts and other events causing parking to be a greater issue.

I think it is great that your businesses are doing so well, but the Parks and Recreation Department will continue to monitor and enforce the parking in the Toomey Road lot.

Sincerely,



Jesus M. Olivares, Director
Parks and Recreation Department



Charge to PARK?
cc: J.V. Warren
Darryl Lewis
M. Gant
F. Crousey

July 11, 2003

Jesus M. Olivares, Director
Austin Parks & Recreation Department
200 S. Lamar
Austin, Texas 78704

Quick Turnaround
Thurs first night

DATE: 7/14 TO Stone

____ Please handle
____ Response for my signature
____ Provide copy of your response
____ For Your Information

To Dina

Jesus M. Olivares - Director
Parks and Recreation Department

MS

7/15

Dear Mr. Olivares,

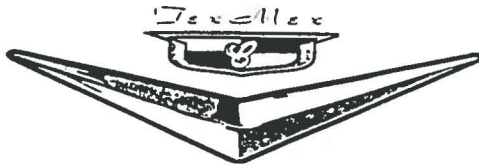
I am with Chuy's Comida Deluxe, the company that owns Chuy's, Hula Hut and Shady Grove restaurants. I met you prior to the PARD hearing earlier this week, where it was decide to begin enforcement of parking restrictions for the lot on Toomey Road.

I would like to request a special use permit for that particular lot for Thursday nights, during our Unplugged at the Grove music series. This is a free performance by both local and nationally recognized musicians at Shady Grove Restaurant on Barton Springs Road. This is our 10th anniversary producing Unplugged at the Grove.

The shows are always on Thursday nights, and run from 8 - 10pm. Depending on the group performing, crowds will start to gather as early as 6pm. We generally have 15 shows scheduled April through July. Since the performances are outside, we don't schedule anything for August, then schedule 8 more shows for September and October. Our remaining scheduled dates for this year are as follows:

July 17	Sept 4	Oct 2
July 24	Sept 11	Oct 9
	Sept 18	Oct 16
	Sept 25	Oct 23

We are not asking for exclusive use of the lot on Toomey, only permission for those coming to the shows to have access to it with out being towed. We have always hired security to patrol Toomey on Thursday nights, and will continue to do so. We will also make sure any and all trash left behind is removed from the park. We are a long term sponsor of South Austin Little League, and are aware of other park activities, namely baseball and softball.

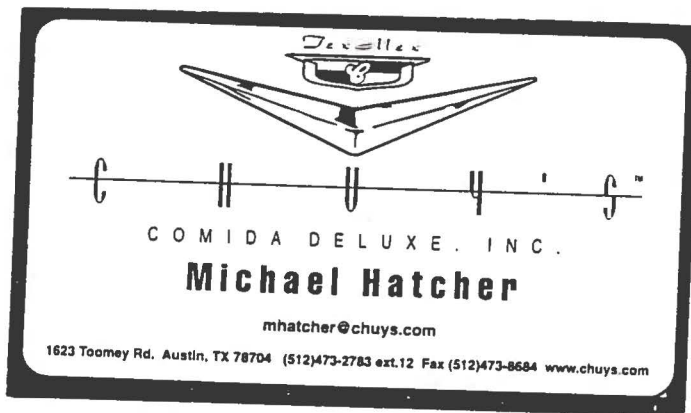


We have always enjoyed our relationship with PARD, especially evident during the holidays when we work together on the Blue Santa Toy Drive. We take pride in the fact that we are able to give back to the community. Producing free events like The Children Giving to Children Christmas Parade, and Unplugged at the Grove is our way of thanking those who have contributed to our success.

I thank you for your time, and would love to discuss this further you need any additional information.

Sincerely,

Michael Hatcher
GM Chuy's Comida Deluxe
(512) 473-2783 ext. 12



BYLAWS
THE AUSTIN PARKS AND RECREATION BOARD
AUSTIN, TEXAS

#5

ARTICLE I.
Name

The name of this Board shall be the Austin Parks and Recreation Board of the City of Austin, Texas.

ARTICLE II.
Purpose

The purpose of this Board shall be to advise the Austin City Council and City Manager on matters pertaining to the acquisition, development, sound management, maintenance and use of parks, recreational facilities and leisure services owned or controlled by the City of Austin. The Board shall establish guidelines to govern its activities.

ARTICLE III.
Members

Section 1 The Board shall be composed of nine members, appointed by the Austin City Council, two with Navigation expertise.

Section 2 Any resident of the City of Austin known to be interested in public parks and public recreation and the proper use of the leisure time of the people of the City, shall be eligible for appointment to the Board.

Section 3 Appointments shall be made in June of each year for a two-year period, with the Board members to assume their duties at the first regular meeting in June of each year. A term will expire June 1 of the second year thereafter. If the City Council does not make appointments in June for any reason, the Board Member may continue to fulfill that slot on the Board until the new appointment is made. Four members will be appointed in odd numbered years and five members in even numbered years.

Section 4 Any member desiring to resign from the Board shall submit a letter of resignation to the Chairperson of the Board and to the Mayor and Councilmembers. Vacancies on the Board will be filled by the City Council, with the appointee to serve for the remainder of the term for which the member was originally appointed.

Section 5 The City Council may appoint members emeriti who, by their expertise in parks and recreation matters, shall serve to advise the Board. A member emeritus may participate in debate, but shall not have the right to vote or make or second motions.

Section 6 A member who, except in the case of illness, misses three consecutive regular meetings or one-third of all regular meetings in a twelve month period shall, by ordinance, be removed from the Board.

ARTICLE IV.

Officers

Section 1 The officers of the Board shall be a Chairperson, Vice Chairperson and Secretary/Parliamentarian.

Section 2 The officers shall be elected by the Board at the first regular meeting two months after the annual appointment of members by the City Council to serve for a one year period, or until their successors are elected. The term of office shall begin at the first regular meeting following election.

Section 3 No member shall hold more than one office at a time.

Section 4 The Chairperson shall serve to preside at meetings of the Board, and to represent the Board at ceremonial functions. For all other actions, the Chairperson must have the approval of a majority of the entire Board in order to act.

Section 5 The Vice Chairperson shall serve to preside at meetings of the Board, when the Chairperson is absent, and to represent the Board at ceremonial functions when asked by the Chairperson. For all other actions, the Vice Chairperson must have the approval of a majority of the entire Board in order to act.

Section 6 The Secretary/Parliamentarian shall serve to preside at meetings of the Board, when both the Chairperson and Vice Chairperson are absent, and to maintain the order of meetings as described in Robert's Rules of Order.

Section 7 The Chairperson may cast a vote on any issue that comes before the Board.

ARTICLE V

Meetings

Section 1 The regular meetings of the Board shall be held on the second and fourth Tuesday nights of each month, unless otherwise determined by the Board. Additional information meetings for Board Members may be scheduled by the Chairperson, but these meetings are not considered regular meetings for attendance purposes and no business will be conducted. The evening meetings shall have a time limit of 11 p.m.

Section 2 The first regular meeting before the annual report is due to City Council shall be known as the annual meeting, and shall be for the purpose of reviewing the annual report and for any other business that may arise.

Section 3 Special meetings may be called by the Chairperson, and shall be called upon a written request from three members of the Board delivered to the Chairperson and the Staff Liaison. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least three days notice shall be given for a special meeting.

Section 4 A majority of the current voting membership of the Board shall constitute a quorum.

Section 5 The deadline for submission of proposed agenda items is 5 days prior to the meeting.

ARTICLE VI Committees

Section 1 The Board shall establish and maintain the following three standing committees: 1) Navigation; 2) Programming; and 3) Land and Facilities.

Section 2 Each standing committee shall consist of at least three members of the Board appointed by the Chairperson, and a Parks and Recreation Department staff member appointed by the Director. This staff member is an ex officio and non-voting member of the committee.

Section 3 The Chairperson of the entire Board shall appoint the Chairperson of each committee from among the members of that committee with the member's consent.

Section 4 Each standing committee will meet on a regularly scheduled basis at least once a month.

Section 5 Each standing committee shall be required to make a formal annual report to the Board at an annual Board retreat to be held in August. The committee's annual report will include but not be limited to short and long term planning, progress under CIP funding and the effects of programming on the operating budget.

Section 6 Each committee may review proposals made by members of the Board, Parks and Recreation Department staff and private citizens regarding the respective areas of responsibility, prior to their presentation to the Board.

Section 7 Recommendations may include the following components before submission to the Board for its consideration and approval:

A. Develop short and long range plans for major areas within Board jurisdiction.

B. Document relevant citizen input, from inception through each developmental stage of the proposal.

C. Presentation should be organized in such a manner that related materials are clearly defined. Historical precedents, when applicable, should be explained carefully. It is possible for some items to be presented by the Board as a consent package, or as separate items for the Board agenda.

D. Review by Parks and Recreation Department staff.

E. Minority reports may be submitted by any Board member.

Section 8 In addition to the standing committees, special committees shall be appointed by the Chairperson on approval of the Board, from time-to-time, as necessary to carry out the work of the Board.

Prior notice of intent to make such appointment shall be provided to all board members.

Section 9 The Chairperson shall be an ex-officio, non-voting member of all committees.

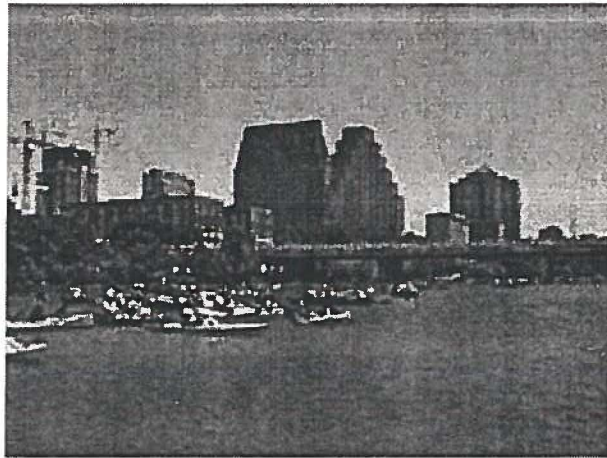
ARTICLE VII Parliamentary Authority

The rules contained in the current addition of Robert's Rules of Order, Newly Revised, shall govern the Board in all cases to which they are applicable, except when inconsistent with these bylaws or with special rules of order which the Board or City Council may adopt.

ARTICLE VIII Amendment of Bylaws

These bylaws can be amended at any regular meeting of the Board by a two-thirds vote of the members present, if a quorum is present, provided that the amendment has been submitted in writing at the previous regular meeting.

Revised and Adopted by Parks and Recreation Board on October 22, 1996.

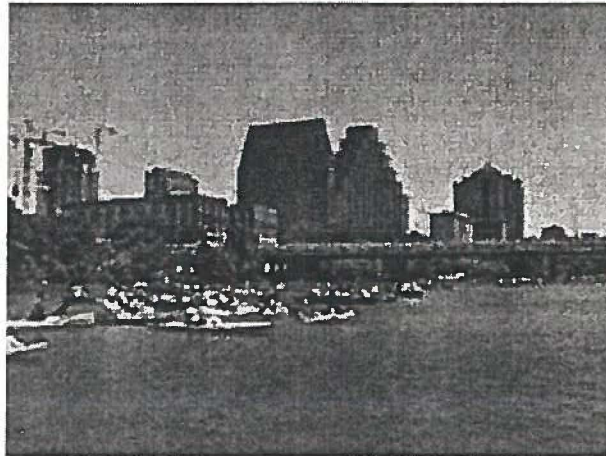


Austin Parks and Recreation Department Calendar of Events

AUGUST 2003

***75 Anniversary**

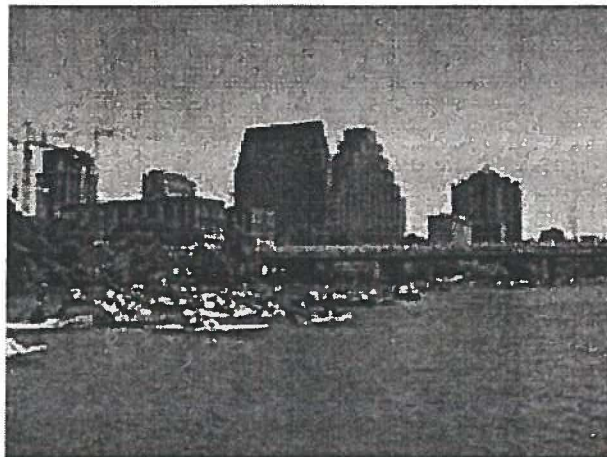
August 19	Grand Casino, Kinder	474-5921	Senior Activity Center
August 22-24	Men's Basketball Tournament	472-6838	Rosewood Rec. Center
August 23	Back to School Teen Dance	974-7865	St. John's Rec. Center
August 25	Catch th ADAtude	914-3256	Learning Research Center
August 26	Senior Luncheon	385-5931	Montopolis Recreation
August 29	Camacho Film Festival	391-1863	Camacho Activity Center



SEPTEMBER 2003

*75 Anniversary

September 3	Youth Programs	444-6601	South Activity Center
September 2	Church Co-Rec Volleyball	476-4118	Rosewood Rec. Center
September 5	Youth Flag Football	476-4118	Rosewood Rec. Center
September 6	Boxing Show	385-5931	Montopolis Rec. Center
September 6	Punt, Pass & Kick	445-6003	COA Athletics Office
September 6	Sculptor to Be! Intro to clay	445-5582	Umlauf
September 6	Boxing Show	385-5931	Montopolis Recreation
September 7	Family Day	445-5582	Umlauf
September 7	Membership Kickoff Party	445-5582	Umlauf
September 11	Youth Sports Registration	444-6601	South Austin Recreation
September 14	Austin Museum Day	445-5582	Umlauf
September 14	Coalition of Austin Black Artists	472-4809	Carver Museum & Cultural Center
September 15	Football & Cheerleading	385-5931	Montopolis Recreation
September 19-21	Museum Closed to Public	445-5582	Umlauf
September 30	Eugene Daub Lecture	445-5582	Umlauf



OCTOBER 2003

***75 Anniversary**

October 3	Mandatory Parent Meeting	444-6601	South Austin Recreation
October 4	Sculptor to Be! Intro to clay	445-5582	Umlauf
October 18	Sculptor to Be!	445-5582	Umlauf
October 26	Pumpkin Sculpting Competition	445-5582	Umlauf
October 30	Halloween Carnival	385-5931	Montopolis Recreation

2003 YEAR PLANNER

FIRST QUARTER

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
			1 USA CAN	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 USA	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 USA	18	19	20	21	22
23	24	25	26	27	28	

MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
2	3	4	5	6	7	1 8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SECOND QUARTER

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 ★	18 USA CAN	19
20	21	22	23	24	25	26
27	28	29	30			

MAY						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19 CAN	20	21	22	23	24
25	26 USA	27	28	29	30	31

JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24 CAN	25	26	27	28
29	30					

THIRD QUARTER

JULY						
SUN	MON	TUE	WED	THU	FRI	SAT
		1 CAN	2	3	4 USA	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4 CAN	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

SEPTEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
	1 USA CAN	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27 ★
28	29	30				

FOURTH QUARTER

OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6 ★	7	8	9	10	11
12	13 USA CAN	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11 USA CAN	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27 USA	28	29

DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20 ★
21	22	23	24	25 USA CAN	26 CAN	27
28	29	30	31			

USA UNITED STATES NATIONAL/STATE HOLIDAYS

CAN CANADIAN NATIONAL/PROVINCIAL HOLIDAYS

★ JEWISH HOLIDAYS

The Jewish day begins and ends at sundown the day preceding the date shown.